

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, MARCH 23, 2021**

SUPERVISORS PRESENT:

Mark Grey, Chairman
Danielle A. Duckett, Vice-Chair
Edward J. Brandt
Kathleen Hunsicker
Tessie McNeely

STAFF:

Craig T. McAnally, Township Manager
Jamie Worman, Assistant Township Manager
Carole Culbreth, Assistant Secretary
Paul Kenny, Police Chief
Chad Dixson, Traffic Engineer
Neil Stein, Esq., Solicitor

Call to Order and Pledge of Allegiance

The Chairman called the meeting to order at 7:07 p.m. virtually on Zoom and led those in attendance in the pledge of allegiance.

BUSINESS AND FINANCE

Receipt of Minutes: March 9, 2021

The Board of Supervisors received the March 9, 2021 meeting minutes. The Chairman asked if there were any comments. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to approve the March 9, 2021. The motion passed 5 - 0.

OTHER BUSINESS

Presentation by McMahon Engineers: Overview of Phase II Multimodal Transportation Grant

Stephanie Butler, McMahon Engineers, gave a presentation on the Spring House Roadway Improvements (Phase 2), Norristown Road & Sumneytown Pike Project Update. Ms. Hunsicker thanked Ms. Butler for her presentation tonight.

Presentation by Communication Solutions: Communication Strategy and Results of Survey

Leza Raffel, The Communications Solutions Group, presented her recommendations for a communication strategy, and the results of an electronic survey. She stated 1,097 surveys were received from respondents within the Township. Her recommendations are as follows:

- Community Members Seek More Communication from the Township
- Engage Senior Adult Population
- Improve the Newsletter
- Better Utilize Communications Partners

- Send More Email and Texts
- Improve the Website
- Use Social Media More

Ms. Duckett stated Ms. Raffel has provided great information and thanked her for the presentation. Ms. Hunsicker stated residents are trained to see the newsletter in their mailboxes twice a year. Ms. Raffel suggested that the Board consider a press release to the community and thank them for their feedback. Mr. Brandt commented that the newsletter is being driven by advertising. Ms. Raffel suggest that the newsletter devote an area for advertising. The Chairman stated eight years ago we went from a totally Township paid newsletter with a cost of \$25,000 a year to a cost free document. Ms. McNeely likes the advertisements and hopes to keep them. She thanked Ms. Raffel for the information and the communication strategy. Melinda Wolf questioned if there was any discussion on how to communicate with the Township. Ms. Raffel stated it did not cover how to contact the Township. Ms. Wolf stated the email blast are wonderful.

Authorization to Upgrade to Fuel Management System

This item is tabled.

Authorization to Upgrade AV Equipment in the Board Caucus Room

Ms. Worman distributed a memo to the Board regarding the Audio/Visual Caucus Room Upgrades. She stated this item was discussed in 2019, but when we went forward with the Board Room, we removed the Board Caucus Room Upgrade. She stated the equipment in this room is often unpredictable and presentations are hard to see because of the size of the screen and the quality of the image. The Township received three quotes, and the most comprehensive quotation is from Delco Solutions in the amount of \$15,069. Their quote includes a new projector, new screen, new ceiling speakers, and a similar control panel to the one in the main boardroom. They also included the cost of replacing six speakers in the main boardroom which were not working so the cost of replacing those speakers are in this quotation. She stated staff is recommending that the Board of Supervisors approve the quotation provided by Delco Solutions in the amount \$15,069. Ms. Duckett questioned if there is a warranty. Ms. Worman stated the manufacturer's warranty is 2 or 3 years. Mr. Brandt made a motion, seconded by Ms. McNeely to authorize the Upgrade of AV Equipment in the Board Caucus Room to Delco Solutions in the amount of \$15,069. The motion passed 5 - 0.

Appoint EAC Chairperson

The Chairman stated the EAC was created eleven years ago by Mr. Brandt. Ms. Monaghan has been the Chairperson for years and thanked her for her service. Ms. Monaghan said it was a pleasure to serve as the EAC Chairperson. She introduced Mr. Schafer and stated you are in good hands with Mr. Schafer. Mr. Schafer stated he will do his best. He is a professor at Drexel. He thanked the Board of Supervisors for their support. Ms. Hunsicker made a motion, seconded by Mr. Brandt to appoint Mark Schafer as Chairperson of the Environmental Advisory Council. The motion passed 5 - 0.

Discussion on the future of the Amphitheatre at Pen Ambler Park

This item was tabled.

PUBLIC COMMENT

The Chairman opened the meeting for public comment for items not on the agenda. There were no comments.

MANAGER'S REPORT

Mr. McAnally stated the Township will be closed on April 2, 2021 in observance of Good Friday.

SUPERVISORS' COMMENTS

Mr. Brandt congratulated Mark Schafer as Chairperson of the Environmental Advisory Council. He stated the Township Boards and Commissions make the Township great. He stated he enjoyed the two presentations tonight.

Ms. Hunsicker encouraged everyone to keep informed by signing up for email blast, twitter and facebook. She wished everyone a blessed Holy Week and Passover as well.

Ms. McNeely thanked Rea Monaghan for her years of service on the Environmental Advisory Council (EAC), and Mark Schafer for taking over as Chairperson of the EAC. She stated she is excited about the new communications strategy.

Ms. Duckett thanked Ms. Monaghan for her service, and Mr. Schafer for becoming Chairperson of the EAC. She asked staff to look into the PECO free energy assessment for municipalities which expires May 15, 2021. The Chairman stated the Township had an in depth energy audit performed three years ago. Ms. Duckett made a motion, seconded by Mr. Brandt to authorize the Township Manager to sign the appropriate forms for the PECO Energy Assessment. The motion passed 5 - 0.

The Chairman thanked Mark Schafer and Rea Monaghan for serving on the EAC which is a very important for the quality of life in Lower Gwynedd Township.

The Chairman stated there was another shooting and ten people were killed. He said to keep them in your prayers.

There being no further questions or comments, the meeting was adjourned at 8:38 p.m. until the next Regular Meeting scheduled on April 13, 2021 virtually on ZOOM.

Respectfully submitted,

Carole Culbreth
Assistant Secretary